



Waukesha
COUNTY
OFFICE OF
EMERGENCY MANAGEMENT

WAUKESHA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
July 29, 2020 2:30 p.m.

In Attendance: Brad Bowen, Al Davies, Brian Engelking, Tony Feck, Bridget Gnadt, Steve Howard, Ben Jones, Allen LaConte, Matt Redmann, Anna Ruzinski, Kathy Schwei, Joyce Thome, Sarah Ward

Absent: Sherri Stigler, Rich Warnecke

Guests: Kyle Flannigan, Alex Freeman, Scott Gillard, Kim Piskacek, Scott Schulpus

1. Call to Order

Matt Redmann called the meeting to order at 2:34pm.

2. Meeting Location Specific Instructions for Emergency Evacuation or Shelter in Place

As it was a conference call meeting, no meeting location specific instructions were given.

3. Approval of Minutes of March 18, 2020 Meeting

The minutes of the March 18, 2020 meeting were approved. **Motion by Anna Ruzinski, second by Brad Bowen to approve the minutes. All members present voting AYE, motion carried.**

4. Public Comment

Kyle Flannigan expressed strong support for a mask requirement in Waukesha County in order to restrict the spread of the Corona virus.

At this time, Matt Redmann requested a change in the order of agenda items. **Motion by Anna Ruzinski, second by Al Davies to move Member Reports to the next agenda item. All members present voting AYE, motion carried.**

Member Reports

Prior to this meeting, Redmann emailed a sample resolution to the LEPC that would authorize Waukesha County Public Health to authorize a face covering requirement in Waukesha County and requested that this topic be discussed in the Member Reports section of the upcoming LEPC meeting. **Motion by Matt Redmann, second by Al Davies to authorize Waukesha County Public Health to authorize a face covering requirement in Waukesha County. All members present voting NAY, motion failed.**

5. Invoice Review – Discussion and Action

- a. Lincoln Industries, 2795 S 166th St., New Berlin, WI

Incident occurred on May 19. City of Waukesha Fire Department's Hazmat Team responded at request of New Berlin Fire Department. Multiple other departments responded as a result of a MABAS request. City of Waukesha submitted an invoice to LEPC per Comprehensive Emergency Response Plan and the contract with Waukesha County. **Motion by Anna Ruzinski, second by Steve Howard to submit invoice for payment of \$2,569.80 to Lincoln Industries. All members present voting AYE, motion carried.** Packet will also include invoice from New Berlin Fire Department for combined services from other responding departments for \$129,289.74

- b. Eutectic Corp., N94W14355 Garwin Mace Dr., Menomonee Falls, WI

Incident occurred on July 9. City of Waukesha Fire Department's Hazmat Team responded at request of Menomonee Falls Fire Department. City of Waukesha submitted an invoice to LEPC per Comprehensive Emergency Response Plan and the contract with Waukesha County. **Motion by Anna Ruzinski, second by Al LaConte to submit invoice for payment of \$2,691.28 to Eutectic Corp. All members present voting AYE, motion carried.**

6. Off-site Plan Acceptance – Discussion and Action

Schwei summarized the off-site response plans for each of the facilities below. **Motion by Brad Bowen, second by Brian Engelking to accept the plans listed below as presented. All members present voting AYE, motion carried.**

- a. AT&T PF0118 – W227S4747 Saylesville Rd, Waukesha, Update
- b. AT&T Men Falls Co PG0117 – W156N8930 Pilgrim Rd, Menomonee Falls, Update
- c. AT&T Oconomowoc Co PV5106 – 45 S Main St, Oconomowoc, Update
- d. AT&T Pewaukee Co Data Center PF0164 – N15W24250 Riverwood Dr, Waukesha, Update
- e. AT&T Sussex Co PG1407 – N61W23286 Silver Spring Rd, Sussex, Update
- f. AT&T Pewaukee Co PF0110 – 215 E Wisconsin Ave, Pewaukee, Update
- g. AT&T Pewaukee Riverwood RSC PF0154 – N17W24000 Riverwood Dr, Waukesha, Update
- h. AT&T Waukesha Co PF0112 220 Wisconsin Ave, Waukesha, Update
- i. AT&T Waukesha Co PF0157 – 21112 Swenson Dr, Waukesha, Update

7. Incident Review

Schwei recapped the 86 hazardous materials incidents reported since the last LEPC meeting on March 18, 2020. Most were natural gas odors or petroleum products spills. See attachment.

8. OEM Report

Schwei reported on the following Emergency Management activities:

Activities

- Covid-19 Response Activities Dominated Since March
- EOC at Level 1 activation in physical state March 18-28; in virtual state till June 12; in monitoring state since then
- Comprised of Planning Section, Operations Section, Logistics Section, PIO Section, Situation Status Unit, ESF 16 Healthcare and Hospital Support Section, Liaison Officer, EOC Managers, and Policy Group
- Primary operations:
 - Support Public Health Response
 - Support Healthcare Partners
 - Coordinate National Guard Testing
 - Public Messaging/Public Information
 - Non-Congregant Shelter
 - Isolation Site Planning
 - Support for Medical Examiner Operations
 - Personal Protective Equipment Distribution
 - Share Information with Municipal EOCs
 - Recovery of Eligible Expenses
 - After Action Review Development
- Submitted Annual Hazmat Equipment Grant Application to Wisconsin Emergency Management
- Refining applications for planning grants for 5 year update to Waukesha County Hazard Mitigation Plan and new grant for Fox River Watershed Regional Mitigation Plan
- Participated in recurring meetings – SE Region EM, BioWatch Advisory Committee, Waukesha County Healthcare Preparedness Coalition, Police and Fire Chiefs Meetings
- Developing custom SharePoint product for EOC procurement and resource tracking
- Participating in County Mentorship Program with Gail Goodchild

Exercises

- Participated in DNC BioWatch Webinar/TTX on July 13; Functional on July 30
- Participated in DNC Consequence Management TTX on July 21
- Prepared After Action Report for WEM for Covid-19 Response for Exercise Credit

Trainings

Attended Healthcare Emergency Leadership Course in Anniston, AL March 8-14

9. Schedule Next Meeting Date/Time – Discussion and Action

The next meeting will be Wednesday, September 23, at 2:30pm. Schwei will notify members as to whether it will be an in person meeting or a virtual meeting.

10. Adjourn – Action

Motion by Brian Engelking, second by Bridget Gnadt to adjourn. All members present voting AYE, motion carried.

LEPC Mission Statement

The Waukesha County Local Emergency Planning Committee promotes emergency planning, preparedness, and public awareness to protect Waukesha County's communities and its citizens from the impact of releases of hazardous chemical substances and other disasters.